

INSTRUCTIONS FOR COMPLETING AND FILING

Conifer Solid Wood Packing Material to the People's Republic of China

PPQ FORM 553 (DEC 2003)

TO BE COMPLETED BY EXPORTER OR EXPORTERS OFFICIAL REPRESENTATIVE

Block

1. Provide the complete name and mailing address of the exporter of record. Only U.S. addresses will be accepted.
2. Provide the complete name and physical address of the ultimate consignee of record. Only Chinese or Hong Kong addresses will be accepted. Hong Kong addresses are acceptable if the U.S. exporter indicates that the materials exported to Hong Kong will be reshipped to other regions of China by the Hong Kong consignee.
3. Sign the document attesting to the accuracy of the heat treatment, certifying that the treatment was performed and documented. Documentation of heat treatment must be retained by the exporter and made available for official review (if required) for one (1) year after date of issuance.

4. Provide a complete description of the shipment including quantity, weight, and description of goods. The description should also include the number of conifer solid wood packing materials included in the shipment, e.g., 52 conifer pallets with 240 cardboard cartons of auto spare parts of 2 conifer crates containing turbine assemblies, etc.

A completed original and one (1) copy of this certificate should be delivered to the closest USDA-PPQ or USDA-PPQ cooperator office for endorsement. Exporters are encouraged to have their Certificate of Heat Treatment endorsed by USDA officials as close to the initial point of shipment as possible. To avoid potential delays, exporters should not wait to have their certificates endorsed at the final U.S. port of departure.

Local USDA-PPQ locations:

www.aphis.usda.gov/travel/aqi

Local USDA-PPQ cooperator locations:

www.aphis.usda.gov/npb/npbmemb

TO BE COMPLETED BY PPQ OFFICER OR COOPERATOR

Block

5. Date signed by endorsing official.
6. City and State where the certificate is endorsed.
7. Space reserved for endorsement comments.
8. Signature of Endorsing Officer or Cooperator.

Stamp "Official Stamp Block" with impression of approved stamp.

Note: PPQ Form 553 is available for public use through the USDA-APHIS-PPQ website. Please note that the word spacing on this official document may vary depending on the printer used to download this document, you may need to adjust your margins to 0.5 inches for consistent results.